



TEXAS  
JUVENILE★JUSTICE  
DEPARTMENT

TRANSFORMING YOUNG LIVES AND CREATING SAFER COMMUNITIES

It Made a Difference for That  
One.....***Doing The Right Thing***



# Suspension and Reinstatement of Medicaid

**The following statutes address the suspension and automatic reinstatement of Medicaid eligibility for youth placed in and released from juvenile facilities:**

Sections 62.106 and 62.107 of the Health and Safety Code

Sections 32.0264 and 32.0265 of the Human Resources Code

## **Suspension:**

- HHSC established a means by which TJJD & JPDs can determine whether a youth placed in a facility is active on Medicaid or CHIP
- If a youth is placed in a facility for 30 days, TJJD & JPDs may notify HHSC of their placement
- Upon notification, HHSC will suspend youth's eligibility for Medicaid or CHIP while in placement

## **Reinstatement:**

- TJJD & JPDs shall notify HHSC no later than 48 hours of the release of a youth whose benefits had been suspended
- Within 48 hours of notification of release of the youth, HHSC shall reinstate their eligibility
- Reinstatement is facilitated via the JMT process

**Reporting rolled out in September 2016**

# Suspension of Medicaid

*Children who are placed in the following facilities, and are under the supervisions of the TJJD or Juvenile Court, are included in the Memorandum of Understanding (MOU) executed between TJJD and HHSC:*

## Secure facility

- Pre-adjudication detention facility
- Post-adjudication correctional facility
- TJJD secure facility

## Non-secure facility

- Foster care setting
- Non-secure correctional facility
- TJJD half-way house
- TJJD contract care facility

# Suspension Process

## Identify Youth To Be Reported

Youth has been residing in secure placement for minimum of 30 days  
Youth will be residing in nonsecure setting for more than 30 days



## Determine Medicaid/CHIP Status

Log on to HHSC Webpage  
Identify if youth is active on Medicaid/CHIP



## Report to HHSC For Suspension

If record is found - report via webpage  
If no record found - no report can be made



# Getting Started - Login Access

## Texas Integrated Eligibility and Redesign System (TIERS) Database

### Required for Authorization:

- **HHSC Request for Applications and System Access (Form 4743A)** is submitted to request TIERS access for TJJD and/or Juvenile Probation Department (JPD) staff who will be reporting the placement of children
- **HHSC Acceptable Use Agreement (AUA)** informs you of your responsibilities regarding access to and use of HHSC confidential information and resources. This agreement applies to anyone accessing HHSC confidential information therefore each individual who is granted access to TIERS must read and execute this agreement.

# HHSC Benefits Portal



Please login to access your work for the day. If you are experiencing difficulties, or there is an error, please follow your normal problem reporting procedures.

User Name:

Password:

Login

[I forgot my password.](#)

# HHSC Benefits Portal – Welcome Page

Welcome Judy. Today is June 17, 2016. Current Time 2:02 PM



## HHSC Benefits

[Home](#)

[Case Data Search](#)

[My Account](#)

[Cover Sheets](#)

[Home](#)

[Office Locator](#)

Click application to launch:

[Texas HHSC Website](#)

[TIERS](#)

# TIERS - TJJD/JPD Interface Page

The screenshot displays the TIERS - TJJD/JPD Interface Page. On the left is a navigation sidebar with a tree structure. The main content area is titled "TJJD/JPD Placement - Search" and contains search criteria fields, search buttons, and a results table. A red arrow points from the "TJJD/JPD Placement - Search" link in the sidebar to the search criteria section.

**TIERS**

Current User  
Test Tjdduser  
(E) TYC  
0

My Schedule My Alerts

My TIERS Functions

Navigation History

TIERS Home

Interfaces

→ TJJD/JPD Placement - Search

TJJD/JPD Release - Search

Inquiry

Search

Change Password Logout Help

## TJJD/JPD Placement - Search ?

Reset Search

TJJD/JPD Placement - Search Criteria

First Name: Last Name:

SSN: Individual #:

DOB: mm / dd / yyyy

Reset Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP
------	-----	-----	--------	--------------	--------	-------------------------

# TIERS Interface - Search/Results Page

## TJJD/JPD Placement - Search

Reset

Search

### TJJD/JPD Placement - Search Criteria

First Name:

Last Name:

SSN:

 -  - 

Individual #:

DOB:

 mm /  dd /  yyyy 

Reset

Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
------	-----	-----	--------	--------------	--------	-------------------------	--

# Search Page - Search Criteria

3 options for searching in TIERS:

- First/Last Name and DOB
- SSN and DOB
- Individual # (aka Medicaid #)

# Error Message - Insufficient Data

The screenshot displays the TJJ/JPD Placement Search interface. The left sidebar contains the TERS logo, user information (Current User: Test Tjlduser, (E) TYC, 0), and navigation links (My Schedule, My Alerts, My TERS Functions, Navigation, History). The main content area shows the search criteria form with fields for First Name, Last Name, SSN, Individual #, and DOB. A red arrow points to the error message 'IN047:Enter data in the following fields: SSN and DOB OR First Name, Last Name and DOB OR Individual #'. The search results table is also visible.

**Search**

**TJJ/JPD Placement - Search ?**

IN047:Enter data in the following fields: SSN and DOB OR First Name, Last Name and DOB OR Individual #

Reset Search

**TJJ/JPD Placement - Search Criteria**

First Name:  Last Name:

SSN:  -  -  Individual #:

DOB:  /  /

Reset Search

**TJJ/JPD Placement Search Results**

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP
------	-----	-----	--------	--------------	--------	-------------------------

# Results Found - Name & DOB

## TJJD/JPD Placement - Search ?


Reset

Search

### TJJD/JPD Placement - Search Criteria

First Name:  Last Name:








SSN:  -  -  Individual #:

DOB:  /  /  

Reset

Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
<a href="#">Dowdy, William</a> 15M	12/01/2000	450-74-8984	<a href="#">1902282100</a>	905085257		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	408-80-7346	<a href="#">1902282163</a>	905085392		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	448-56-1866	<a href="#">1902288090</a>	905088631		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	418-55-2723	<a href="#">1902288091</a>	905088633		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	386-27-1290	<a href="#">1902288161</a>	905088825		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	312-77-2734	<a href="#">1902288164</a>	905088833		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	430-16-2618	<a href="#">1902288168</a>	905088843		Y	



# Result Found - SSN & DOB

## TJJD/JPD Placement - Search ?

Reset

Search

### TJJD/JPD Placement - Search Criteria

First Name:

Last Name:

SSN:

 -  - 

Individual # :

DOB:

 /  /  

Reset

Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
------	-----	-----	--------	--------------	--------	-------------------------	--

[Dowdy, William](#)  
[15M](#)

12/01/2000

408-80-7346

[1902282163](#)

905085392

Y



# Result Found - Individual #

Search Change Password Logout Help


## TJJD/JPD Placement - Search ?

Reset Search

TJJD/JPD Placement - Search Criteria


First Name:  Last Name:

SSN:  -  -  Individual #:

DOB:  /  /  




Reset Search

### TJJD/JPD Placement Search Results


Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
<a href="#">Dowdy, William</a> <a href="#">15M</a>	12/01/2000	408-80-7346	<a href="#">1902282163</a>	905085392		Y	

# Error Message - No Result Found

Search



Change Password Logout Help

**TJJD/JPD Placement - Search** 

14000: No records found for this search criteria. Please change the search criteria and try again.

Reset

Search

TJJD/JPD Placement - Search Criteria

First Name:

Last Name:

SSN:

-

-

Individual # :

805085392

DOB:


mm

/

dd

/

yyyy



Reset

Search

**TJJD/JPD Placement Search Results**

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP
------	-----	-----	--------	--------------	--------	-------------------------

# Hyperlinks – Name or Case #

## TJJD/JPD Placement - Search ?

Reset


Search

### TJJD/JPD Placement - Search Criteria

First Name:  Last Name:

SSN:  -  -

Individual #:

DOB:  /  /  

Reset

Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
<a href="#">Dowdy, William 15M</a>	12/01/2000	450-74-8984	<a href="#">1902282100</a>	905085257		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	408-80-7346	<a href="#">1902282163</a>	905085392		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	448-56-1866	<a href="#">1902288090</a>	905088631		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	418-55-2723	<a href="#">1902288091</a>	905088633		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	386-27-1290	<a href="#">1902288161</a>	905088825		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	312-77-2734	<a href="#">1902288164</a>	905088833		Y	
<a href="#">Dowdy, William 15M</a>	12/01/2000	430-16-2618	<a href="#">1902288168</a>	905088843		Y	



# Hyperlink (Name) - Individual Summary

## Individual - Summary ?

### Individual Information

**Individual #** 905085392 **Case #:** 1902282163 **Name:** Dowdy,William 15M **DOB:** 12/01/2000  
**Gender:** Male **Race:** White **Ethnicity:** Non-Hispanic **TW Convert Date:** **LTC Convert Date:**  
**SSN:** 408-80-7346 **Verified:** Client statement **SSCN:** **Alias:**  
**Alien Entry Date:** **Refugee:** **Individual Conversion Date:** **Legacy SAS Indicator:**  
**ID Type:** **ID #:** **ID State:** **FS-SNAP Counter:**  
**Merged From:** **Merged To:**  
**Separated From:** **Separated To:**  
**Current Health Ins:** No **Health Ins Company:** **Managed Care:** No **Lock-In:** No **SMIB:** No  
**Medicaid Benefit Suspended:** Yes **Medicaid Benefit Reinstated:** No

### Reasonable Opportunity

Received in TIERS	Texas Works Case #	Texas Works Begin Date	Texas Works End Date	MEPD Case #	MEPD Begin Date	MEPD End Date	Has the Individual been granted in CHIP?	How many months of CHIP were received?
NO								

# Hyperlink (Case #) - Case/Application

## Case/Application - Search/Summary ?

### Case/Application/EDG Search Criteria

Case/Application #: 1902282163

EDG #:

Close

### Case Summary Information

Case #: 1902282163

Case Name: Love,Rebecca 41F

Case Status: Approved

Case Mode: Complete Action

Current Residence County: Dallas

Employee #: TAA001

Mail Code: 1209LTC

Case Residence Address: 345 Taluka St  
Tarrant, TX 87878

Home Phone#:

Work Phone#:

Case Mailing Address: 5896 Sedan St  
Austin, TX 78758

Authorized Representative:

Application Date: 05/01/2016

Last Mass Update Date:

02/02/2017

Reason for Case Lock :

### Application Search Results

Application #	Head of Household	Programs	Date Received	Application Status
T902282163	Love,Rebecca 41F	Medicaid	05/01/2016	Disposed



# Edit Icon – Suspension Reporting

## TJJD/JPD Placement - Search ?


Reset

Search

### TJJD/JPD Placement - Search Criteria

First Name:  Last Name:








SSN:  -  -  Individual #:

DOB:  /  /  

Reset

Search

### TJJD/JPD Placement Search Results

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
<a href="#">Dowdy, William</a> 15M	12/01/2000	450-74-8984	<a href="#">1902282100</a>	905085257		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	408-80-7346	<a href="#">1902282163</a>	905085392		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	448-56-1866	<a href="#">1902288090</a>	905088631		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	418-55-2723	<a href="#">1902288091</a>	905088633		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	386-27-1290	<a href="#">1902288161</a>	905088825		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	312-77-2734	<a href="#">1902288164</a>	905088833		Y	
<a href="#">Dowdy, William</a> 15M	12/01/2000	430-16-2618	<a href="#">1902288168</a>	905088843		Y	



# Reporting Page - Individual Details

TJJD/JPD Placement - Search

**TJJD/JPD Placement - Details**

Change Password Logout

**TJJD/JPD Placement - Details** ?

Reset

◀ Previous

Cancel

Submit

Medicaid Status Information

Medicaid Status:

Individual Demographic Information

Individual #: 905085287

Case #: 1902282113

Name Of Individual: Love,Rebecca

Case Name: Love,Rebecca

DOB: 03/03/2001

Gender: Female

Race: White

SSN: 421409385

Date of report for the placement:

►Is this a non-secure facility?:

►Date of Placement:  /  /

Reset

◀ Previous

Cancel

**Submit**

# Message - Report Successful

## TJJD/JPD Placement - Details ?

58020: Juvenile Placement has been successfully submitted

Reset

◀ Previous

Cancel

Update

### Medicaid Status Information

Medicaid Status: Submitted

### Individual Demographic Information

Individual #: 905085287

Name Of Individual: Love,Rebecca

DOB: 03/03/2001

Race: White

Date of report for the placement: 06/09/2016

Case #: 1902282113

Case Name: Love,Rebecca

Gender: Female

SSN: 421409385

Is this a non-secure facility?:

NO

Date of Placement:

06

/ 01

/ 2016



Reset

◀ Previous

Cancel

Update

# Changes After Initial Submission

Current User  
Test Tjlduser  
(E) TYC  
0

My Schedule My Alerts

My TIERS Functions

Navigation History

- TIERS Home
- Interfaces
  - TJJD/JPD Placement - Search
  - TJJD/JPD Release - Search
- Inquiry

## TJJD/JPD Placement - Details ?

Reset Previous Cancel Update

### Medicaid Status Information

Medicaid Status: Submitted

### Individual Demographic Information

Individual #: 905085287	Case #: 1902282113
Name Of Individual: Love,Rebecca	Case Name: Love,Rebecca
DOB: 03/03/2001	Gender: Female
Race: White	SSN: 421409385
Date of report for the placement: 06/09/2016	

Is this a non-secure facility?: NO

Date of Placement: 06 / 05 / 2016

Reset Previous Cancel Update

# Logging Out - TIERS

The screenshot shows the TIERS web application interface. On the left is a navigation sidebar with the TIERS logo, user information (Current User: Test Tjlduser, (E) TYC, 0), and links for My Schedule, My Alerts, and My TIERS Functions. The My TIERS Functions section includes a Navigation tab and a History tab, with a tree view showing Tiers Home, Interfaces, TJJD/JPD Placement - Search (highlighted with a green arrow), TJJD/JPD Release - Search, and Inquiry.

The main content area has a dark red header with a Search button and links for Change Password, Logout, and Help. Below the header is a section titled TJJD/JPD Placement - Search with search criteria fields for First Name, Last Name, SSN, Individual #, and DOB. There are two sets of Reset and Search buttons. The search results are displayed in a table titled TJJD/JPD Placement Search Results.

**TJJD/JPD Placement - Search Criteria**

First Name:  Last Name:

SSN:  -  -  Individual #:

DOB:  /  /

**TJJD/JPD Placement Search Results**

Name	DOB	SSN	Case #	Individual #	County	Active in Medicaid/CHIP	
<a href="#">Dowdy, William 15M</a>	12/01/2000	408-80-7346	<a href="#">1902282163</a>	905085392		Y	

# Logging Out - HHSC Benefits Portal

Welcome Judy. Today is June 24, 2016. Current Time 12:48 PM

[Change Password](#)

[Edit My Profile](#)



[Log Out](#)



## HHSC Benefits

[ASK IT Knowledgebase](#)

[Home](#)

[Case Data Search](#)

[My Account](#)

[Cover Sheets](#)

[Home](#)

[Office Locator](#)

Click application to launch:

[Texas HHSC Website](#)

[TIERS](#)



# Reinstatement of Medicaid

*TJJD and/or JPD shall notify HHSC no later than 48 hours of the release of a child who, immediately before the child's placement in the facility, received Medicaid or CHIP.*

*Within 48 hours of notification of release of a child whose benefits have been suspended, HHSC shall reinstate the child's eligibility.*

# Reinstatement Process

## Begin Notification Process for Youth's Reinstatement

Submit a JMT Referral 30 days prior to youth's anticipated release date back to their home



## Report Youth's Release

Within 48hrs of youth's release, update youth's JMT Referral to include actual release date  
Submit information to HHSC



## Reinstatement of Medicaid Coverage

HHSC will reinstate youth's coverage within 48hrs of notification of release  
Effective date will reflect date youth was released

# Juvenile Medicaid Tracker (JMT)

**If You're Not Using It,  
You Should Be.....**

**It's The Law!**



# What is the Juvenile Medicaid Tracker?

The Juvenile Medicaid Tracker (JMT) is the web-based application that was developed to meet the requirements of Sec. 531.02418 of the Government Code, which addresses the need for providing Medicaid or Children's Health Insurance Program (CHIP) coverage in a timely manner for youth transitioning back into their homes from out-of-home placements

The Health and Human Services Commission (HHSC) is to assess each youth for eligibility for Medicaid or CHIP before being released from placement, in a manner that will prevent gaps in coverage

- **Mandatory reporting for TJJD and JPDs**
  - **Rolled out April 2010**

# JMT Coordinator

- Each JPD and TJJD location should have one
- Our point of contact for JMT
- Familiar with JMT
- Resource for local staff
- Designated in Juvenile Probation Directory

# Includes youth released from....

## Secure facility

- Pre-adjudication detention facility
- Post-adjudication correctional facility
- TJJD secure facility

## Non-secure facility

- Foster care setting
- Non-secure correctional facility
- TJJD half-way house
- TJJD contract care facility

# Would NOT include youth.....

- That have an active Medicaid case upon entering detention AND whose stay in detention is **less than 30 days**
- Will no longer be residing in Texas upon release
- Non-US Citizens
- 19 or older
- SSI recipients or CPS youth
- Who's family is not interested in applying for Medicaid

# How Does it Work?

- JPD youth - **30 calendar days** prior to release from a secure or non-secure facility the JPD will notify the HHSC via JMT of the pending release of youth potentially eligible for Medicaid and/or CHIP.
- TJJD youth - **30 calendar days** before the MLOS date for youth being released with program completion by local facility authority or 15 days before the expected release date for youth who are approved for parole status by the release review panel or central office supervisor.

# Accessing JMT

## Probation & Community Services

- CaseWorker
- Interstate Compact for Juveniles (ICJ)
- JCMS
- Juvenile Justice Alternative Education
- Juvenile Probation Directory
- Legislation
- Parole Services
- Placement Services & Title IV-E Program
- Prevention & Intervention Services
- Probation Apps Portal
- Special Needs Diversionary Program (SNDP)
- TJJD Funded Prevention Programs

## Applications

- TJJD Accolades
- Administrative Investigations Manager
- Alleged Mistreatment
- Applicant Tracking
- CAPPs (Centralized Accounting and Payroll/Personnel System) Financial System
- Correctional Care System
- Detainer Automation
- Employee Training & Earnings Statements
- Employee Navigator
- Employee Gateway
- Employee Grievance
- Events Calendar Administration
- Interagency Collaborations
- JMT Portal
- Job Postings

# User Authorization Forms

<u>Automated External User</u>		
Number	Title	File Type
TJJD-AEU-100	Departmental Email System Account Sign-Up and Conditions of Use	(.docx)
TJJD-AEU-105	Behavioral Health Services Online (BHSO) User Authorization Request	(.docx)
TJJD-AEU-110	Compliance Monitoring Enforcement Tracking System (COMETS) User Authorization Request	(.docx)
TJJD-AEU-115	Grant Manager (GRANTMGR) User Authorization Request	(.docx)
TJJD-AEU-120	Integrated Certification Information System (ICIS) User Authorization Request	(.docx)
TJJD-AEU-125	Juvenile Justice Alternative Education Program (JJAEP) User Authorization Request	(.docx)
TJJD-AEU-130	Juvenile Medicaid Tracker (JMT) User Authorization Request	(.docx)
TJJD-AEU-135	Program Registry (PROGREG) User Authorization Request	(.docx)
TJJD-AEU-140	Risk and Needs Assessment (RANA) User Authorization Request	(.docx)
TJJD-AEU-145	Research and Analytical Testing System (RATS) User Authorization Request	(.docx)
TJJD-AEU-150	Special Needs Diversionary Project (SNDP) User Authorization Request	(.docx)
TJJD-AEU-155	Title IV-E Program System (TPS) User Authorization Request	(.docx)





# TEXAS JUVENILE JUSTICE DEPARTMENT

## TERMS

- This computer system is the property of the State of Texas. It is for authorized use only. By using this system, the user agrees NOT to:
- Forge or manipulate identifiers in order to disguise the origin of any Application Data transmitted to or through Program Registry application.
- Upload, post, email, use, disclose, republish or otherwise transmit any Application Data that is outside of the authorized user's right to transmit under any law or fiduciary duty (such as confidential information learned or disclosed as part of the employment relationship.)
- Disobey any requirements, procedures, policies or regulations of TJJD in relation to the Program Registry application.
- Collect or store personal information about certification applicants for unauthorized purposes.

## login

User Name:

Password:

Log In



Forgot your password?

## TERMS

- [Privacy policy](#)
- [Terms of agreement](#)
- [Comments/Suggestions](#)
- [System Requirements](#)

By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use and the policies contained within this website.

**LOG OFF IMMEDIATELY** if you do not agree to the conditions stated in this warning.

★ [Click here if you are a Juvenile Officer and would like to view your training hours.](#)



# JMT

## Juvenile Medicaid Tracker

### What is JMT?

The Juvenile Medicaid Tracker (JMT) has been developed to meet the requirements of HB1630 and facilitate the exchange of information between Health and Human Services Commission (HHSC) and juvenile justice agencies as described in the [Plan of Operation](#).

### What is HB1630?

House Bill 1630, enacted during the 81st Texas Legislative Session, addresses the need for providing Medicaid or Children's Health Insurance Program (CHIP) coverage in a timely manner for youth transitioning back into their homes from out-of-home placements. This legislation directs the HHSC to ensure that each youth is assessed for eligibility for Medicaid and/or CHIP before being released from placement in a manner that will prevent gaps in coverage. It also holds local juvenile probation departments subject to the requirements of the MOU executed between TJJD and HHSC.

### Eligibility Criteria for Medicaid Referrals:

Medicaid referrals should be submitted for youth that will be released to a household in the community and potentially eligible for Texas Medicaid or the Children's Health Insurance Program (CHIP). Please refer to Plan of Operation for more details.

[Enter JMT](#)

### [Juvenile Medicaid Tracker Frequently Asked Questions](#)

### [Information Specific for TJJD Staff](#)

### [Information Specific for JPD Staff](#)

JMT is accessible by staff at:

- all the juvenile probation departments
- TJJD facilities, half-way houses and central office
- Health and Human Services Commission's (HHSC) Central Benefits Services (CBS) in Austin, who process the referrals

TJJD staff located at Central Office in Austin provide technical assistance on the use of JMT.

TJJD

### [TJJD Website](#)

### Address

Texas Juvenile Justice Department,  
11209 Metric Boulevard, Austin Texas 78758  
(512) 490-7983

### [Request access to JMT](#)

### [Contact TJJD](#)

Resources

### [Community Based Organizations](#)

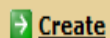
*Click on the above link to get help to assist the family in completing the application.*

### [Medicaid Screening WorkSheet](#)



### Creates a new referral for new/existing youth

You will be prompted to search for youth by TJJD/JPD number and use an existing youth record if it already exists.



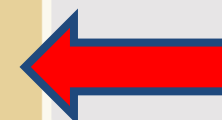
**Create**



### Search for information on an existing referral

Enter the text and click the green button next to the search text box.

Search by Last Name or Referral Number



1

### Pending Medicaid Referrals : 4

Alerts	Referral Number	Youth Name	Assigned To	Last Action	Anticipated Release	Actual Release	Submitted To HHSC
	<a href="#">487</a>	SMITH, JOAN	Tjpc	Medicaid referral created but not yet submitted to HHSC	3/1/2013		
	<a href="#">7654</a>	MCREYNOLDS, JUDY	Tjpc	Medicaid referral created but not yet submitted to HHSC	4/15/2014		
	<a href="#">7717</a>	JUDY, JUDY	Tjpc	Medicaid referral created but not yet submitted to HHSC	4/18/2014		
	<a href="#">7893</a>	TEST, TEST	Tjpc	Medicaid referral created but not yet submitted to HHSC	6/30/2014		



2



Printable version

**4 Referrals pending**



Priority 1 referrals..... 4

### Filter by

Date Range: (Date Submitted to HHSC)

09/17/2013

- 09/17/2014

☒ Do not use Date Range

Status:

Pending

Last action:

All

Assigned to:

All

Submit

Reset

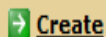
# Creating a JMT Referral

- County/TJJD#
- Name of Youth
- SSN & DOB
- Youth's “**anticipated**” release date



### Creates a new referral for new/existing youth

You will be prompted to search for youth by TJJD/JPD number and use an existing youth record if it already exists.



**Create**



### Search for information on an existing referral

Enter the text and click the green button next to the search text box.

Search by Last Name or Referral Number



#### Pending Medicaid Referrals : 4

Alerts	Referral Number	Youth Name	Assigned To	Last Action	Anticipated Release	Actual Release	Submitted To HHSC
	<a href="#">487</a>	SMITH, JOAN	Tjpc	Medicaid referral created but not yet submitted to HHSC	3/1/2013		
	<a href="#">7654</a>	MCREYNOLDS, JUDY	Tjpc	Medicaid referral created but not yet submitted to HHSC	4/15/2014		
	<a href="#">7717</a>	JUDY, JUDY	Tjpc	Medicaid referral created but not yet submitted to HHSC	4/18/2014		
	<a href="#">7893</a>	TEST, TEST	Tjpc	Medicaid referral created but not yet submitted to HHSC	6/30/2014		



Printable version

**4 Referrals pending**



Priority 1 referrals..... 4

**Filter by**

Date Range: (Date Submitted to HHSC)

09/17/2013

- 09/17/2014

☒ Do not use Date Range

Status:

Pending

Last action:

All

Assigned to:

All

Submit

Reset

# Referral Information Tabs

- **History**
- **Demographic**
- **Release from**
- **Release to**
- **Comments**

**Medicaid Referral #8643 for McReynolds, Judy**

History
Demographic Information
Release From Information
Release To Information
Comments

Action	Date	User	Comments
Medicaid referral created but not yet submitted to HHSC	10/20/2014	Judy McReynolds	

**Current status**

Pending - The Medicaid referral has been created. Once the required information is entered submit it to HHSC so they can conduct inquiry into the possibility the youth can be covered on a Medicaid case in the household they are being released to.

**Next Steps**

- [Submit to HHSC](#)
- [Submit/Update actual release date](#)
- [Unable to locate household](#)

**Downloads**

- English:
  - [Cover letter](#)
  - [Application](#)
- Spanish:
  - [Cover letter](#)
  - [Application](#)

**Other Actions**

- [Update additional notification e-mail address](#)
- [Printable referral summary](#)
- [Delete referral](#)
- [Email HHSC](#)
- [Close referral](#)
- [What's this?](#)
- [Update name of referral creator](#)

Currently assigned to: TYC. Created by: Judy McReynolds On: 10/20/2014. Last changed by: Judy McReynolds On: 10/20/2014



## Medicaid Referral #8560 for [redacted]

History

Demographic Information

Release From Information

Release To Information

Comments

Action	Date	User	Comments
Youth added to an active Medicaid case	10/14/2014	Carmen Guzman	
Youth's actual release date has been updated	10/13/2014		
HHSC returned referral to TJJD	10/13/2014	Carmen Guzman	Return for completion - Anticipated release date h <a href="#">More...</a>
HHSC inquiry complete – Household has an active Medicaid case	10/02/2014	Carmen Guzman	
Medicaid referral submitted to HHSC	10/01/2014		
Medicaid referral created but not yet submitted to HHSC	10/01/2014		

## Medicaid Referral #487 for Smith, Joan

History

Demographic Information

Release From Information

Release To Information

Comments

\*Required Fields

\*PID Number: ?

1472583

\*First Name: ?

Joan

\*Last Name: ?

Smith

\*SSN: ?

121-12-2222

\*DOB: ? (mm/dd/yyyy)

10/19/1992



Save

# Release From Information

- JPD Facility Types
  - Secure pre-adjudication (drop down)\*
  - Secure post-adjudication (drop down)\*
  - Non-secure correctional facility (drop down)\*
  - Foster Care Setting (must enter name of facility)
- TJJD Facility Types (drop down)
  - Secure facilities
  - Half-way houses
  - Contract care

\*Facility Registry

History

Demographic Information

Release From Information

Release To Information

Comments

\*Required Fields

Facility type:

Facility/Setting name: ?



\*Anticipated release date: (mm/dd/yyyy) ?

11/21/2014



Actual date of release: (mm/dd/yyyy) ?



Name of Parole Officer: ?

Lynn Jackson

Notification Email(s): (comma separated, max 100 chars) ?

Lynn.Jackson@tjtd.texas.gov,  
Denise.Askea@tjtd.texas.gov

Save


# Release Dates

- Anticipated release date
- Actual date of release

\* **Anticipated release date:** (mm/dd/yyyy) 

3/1/2013




Actual date of release: (mm/dd/yyyy) 




# Notification E-mails


- User (creator/data entry)
- Supervising Probation/Parole Officer
- Additional notification emails

Name of the supervising Probation Officer: 

Lynn Jackson

Notification Email(s): *(comma separated, max 100 chars)* 

Lynn.Jackson@tjtd.texas.gov,  
Denise.Askea@tjtd.texas.gov



# Release To Information

- **Name of the parent/guardian**
- **SSN, if known**
- **Relationship**
- **Address (physical & mailing)**

 **Medicaid Referral #487 for Smith, Joan**

History

Demographic Information

Release From Information

Release To Information


Comments

\*Required Fields


Enter the person's information to whom youth will be released

First name: 


Mary

Last name: 

Smith

SSN: 

587-36-2695


Relationship to youth: 

Relative


Specify the relationship: 

Aunt


Enter location information upon release.

Physical Address: 

1515 Francia Trail


City: 


Austin


State, Zip: (4 digit Extension optional) 

TX 78748


☐ Same as Physical Address

Mailing Address: 

City: 

State, Zip: (4 digit Extension optional) 

TX

Phone Number: (Area code required) 

(512) 258-3692

Save

**Medicaid Referral #8643 for McReynolds, Judy**

History	Demographic Information	Release From Information	Release To Information	Comments
Action	Date	User	Comments	
Medicaid referral created but not yet submitted to HHSC	10/20/2014	Judy McReynolds		



**Current status**

Pending - The Medicaid referral has been created. Once the required information is entered submit it to HHSC so they can conduct inquiry into the possibility the youth can be covered on a Medicaid case in the household they are being released to.

**Next Steps**

- [Submit to HHSC](#)
- [Submit/Update actual release date](#)
- [Unable to locate household](#)

**Downloads**

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**Other Actions**

- [Update additional notification e-mail address](#)
- [Printable referral summary](#)
- [Delete referral](#)
- [Email HHSC](#)
- [Close referral](#)
- [What's this?](#)
- [Update name of referral creator](#)

Currently assigned to: TYC. Created by: Judy McReynolds On: 10/20/2014. Last changed by: Judy McReynolds On: 10/20/2014



### Creates a new referral for new/existing youth

You will be prompted to search for youth by TJJD/JPD number and use an existing youth record if it already exists.

[→ Create](#)



### Search for information on an existing referral

Enter the text and click the green button next to the search text box.



#### Pending Medicaid Referrals : 4

<u>Alerts</u>	<u>Referral Number</u>	<u>Youth Name</u>	<u>Assigned To</u>	<u>Last Action</u>	<u>Anticipated Release</u>	<u>Actual Release</u>	<u>Submitted To HHSC</u>
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### Pending Medicaid Referrals : 4

<u>Alerts</u>	<u>Referral Number</u>	<u>Youth Name</u>	<u>Assigned To</u>	<u>Last Action</u>	<u>Anticipated Release</u>	<u>Actual Release</u>	<u>Submitted To HHSC</u>
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	<a href="#">7893</a>	TEST, TEST	Tjpc	Medicaid referral created but not yet submitted to HHSC	6/30/2014		

# JMT Reminders

## Yes, please do:

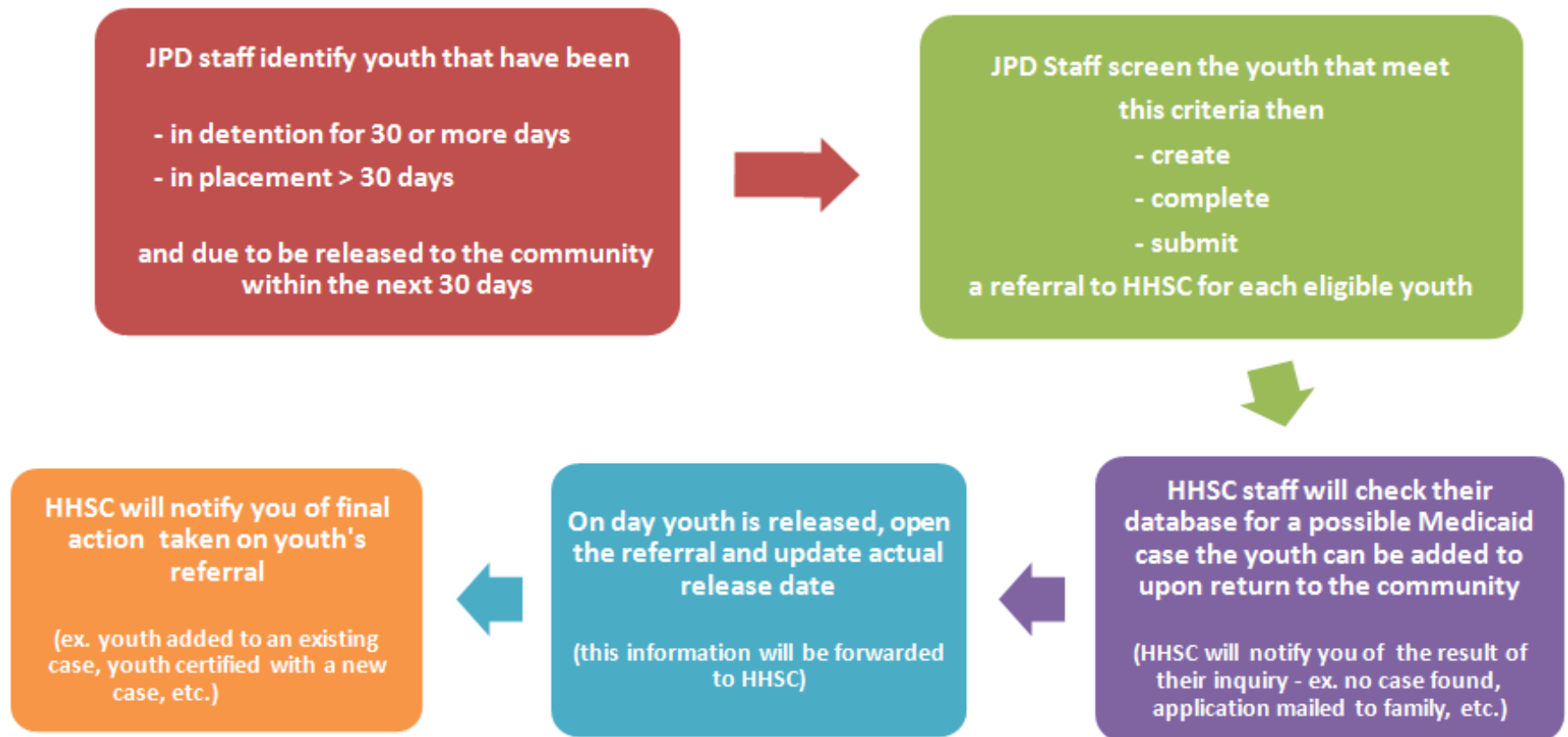
- Submit referrals 30 days prior to “anticipated” date of release
- Update “actual” release dates timely
- Follow up on applications that have been sent to the household
- Close referrals that are no longer valid, therefore cannot be processed by HHSC through JMT

# JMT Reminders

## Please try not to:

- Submit referrals for youth that do not meet the JMT Criteria (CPS, Non-Legal Residents, etc.)
- Go back and submit referrals for youth that have already returned to the community (and have been home for more than 14 days)
- Enter comments for information that has already been entered in prior JMT fields

# Juvenile Medicaid Tracker (JMT) Process





# JMT Reviews

# Suspension and Reinstatement Process

## Step 1

**Suspension Process via  
HHSC's TIERS Portal**

- *Identify youth to be reported*
- *Determine their Medicaid status*
- *If active, report for suspension*

## Step 2

**HHSC will suspend  
youth's Medicaid  
coverage effective  
date of report**

## Step 3

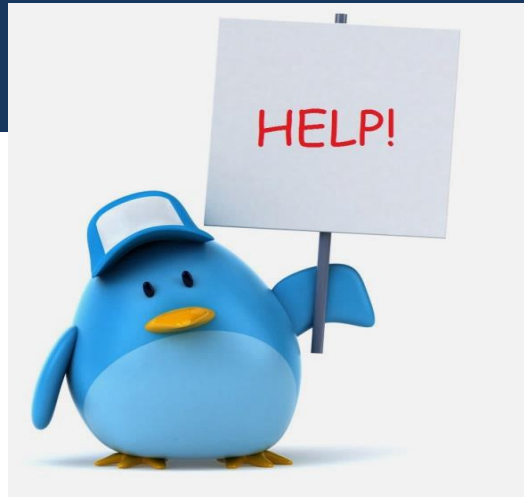
**Reinstatement  
Process via TJJD's JMT**

- *Identify youth to be reported*
- *Submit JMT Referral within 30 days of anticipated release*
- *Update referral to report actual release date within 48hrs of release*

## Step 4

**HHSC will reinstate  
youth's Medicaid  
coverage within  
48hrs of notification**





***Send any questions or requests for access to our unit e-mail box:***

***[specialprogramsinfo@tjjd.texas.gov](mailto:specialprogramsinfo@tjjd.texas.gov)***

***or contact***

***Judy McReynolds at 512.490.7983 or [Judy.McReynolds@tjjd.texas.gov](mailto:Judy.McReynolds@tjjd.texas.gov)***